


Academic Writing

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As a process...

- It involves particularities due to its audience, tone and purpose
- The author of an academic piece must remain aware of the audience they write for
- Consequently, they must also carefully use an appropriate tone in their manuscript
- Likewise, they must also be clear about the purpose why they are writing



You don't write because you want to say
something, you write because you have
something to say.

-F. Scott Fitzgerald

Step 1: Prewriting

- 1A: Choose and narrow the topic
 - Politics -> corruption -> elections -> delegates -> untallied votes
- 1B: Generate Ideas:
 - What information can you use to develop your ideas?
 - Some useful techniques are:
Journal Writing – Listing – Freewriting –
Clustering

Step 2: Outlining

- 2a: Make a sublist:
 - Compare the ideas you could use and eliminate the ones that are not important enough
- 2b: Write your Topic Sentence:
 - Your topic sentence cannot be too general, nor can it be too specific
 - Why? Because if it is too general, then you will have too much information to cover in a paragraph; also, if it is too specific, then you will probably have too little information you can use.

Sample Outline

Pollution and Global Warming

- I. Man-made pollution is the primary cause of global warming.
 - A. Greenhouse gas emissions are widely identified by the scientific community to be harmful.
 - 1. The burning of coal and fossil fuels are the primary releasers of hazardous greenhouse gases.

Adapted from:

https://owl.english.purdue.edu/media/pdf/20081113013048_544.pdf

Step 3: Writing the Draft

- This will be the first version of your paragraph
- You need only to follow the organization you have previously written in your outline and expand the ideas for each point in it

Step 4: Correct/Polish

- 4A: Revise:
Revision is related only to content and organization;
check that you have:
 - Followed the format correctly
 - Achieved the purpose of the assignment
 - Logically stated your ideas
 - Stated a topic sentence with a clear focus
 - Stated only ideas that are necessary and/or important
 - Used enough support
 - Used appropriate transitions
 - Given your paragraph the appropriate closing or conclusion

- 4B: Proofread:

This is the point in the polishing process in which you look at the linguistic elements in your writing. You need to...

- Check sentence structure
- Check sentence length and variation
- Check syntax (noun, verb tense, article usage, and so on)
- Check mechanics (punctuation, capitalization, spelling)
- Check for cacophony and incorrect repetitions
- Check and eliminate ALL CONTRACTIONS

Works Cited

- Fitzgerald, F. Scott. “You don’t write. . .” *Brainy Quotes*. Web. 15 Mar. 2014.
- Oshima, A. & Hogue, A. (2006). *Writing Academic English*. New York: Pearson Education.
- “Sample Outlines”. *The Purdue Owl*. Web. 15 Mar. 2014.